

Additional Information for Development of Technical Proposals

The attached Technical Proposal template provides prospective Offerors with additional information on how to develop their proposals and what specific items to address or emphasize. These items cover areas of special concern to the Forest Service and the community collaborative, which has participated in the development of this project. They are areas where we are more likely to consider tradeoffs between price and quality. You may use the attached template or develop your own, however all items listed in the Offer for Integrated Resource Contract Form should be addressed in your Technical Proposal.

Remember!

- What you put down in your Technical Proposal becomes a binding part of the Contract (see G.3.1.1 Inclusion of Technical Proposal). **Do not include items you do not intend to do!**
- If it fits, include adaptive approaches. These might help to make sure you are not tied into actions that may become unnecessary. They can also be used to describe to the Forest Service how operations will be done differently if problems arise.
- We understand that what you put in your Technical Proposal may have a price tradeoff. The government is looking for the offer that is both technically acceptable and whose technical/price relationship is the most advantageous to the Government.

Also, to further assist you in completing the technical proposal, the italicized text provide contractors with details on information to provide in response to the evaluation criteria. Suggestions listed are not all inclusive and the contractors should add other information as appropriate.

Technical Proposal
Morris Thin STWD Integrated Resource Contract

PREPARED FOR THE CENTRAL COAST RANGER DISTRICT
SIUSLAU NATIONAL FOREST

NOTE:
SUBMISSION OF OFFERS AND TECHNICAL PROPOSALS ARE DUE BY
December 11, 2012

This Technical Proposal is being submitted in response to the advertisement of the Morris Thin STWD Integrated Resource Contract advertised on October 22, 2012 in the Gazette-Times. A Price Proposal is submitted on the enclosed "Offer For Integrated Resource Contract" form FS-2400-14BVU.

I understand that the Morris Thin STWD Integrated Resource Contract will be awarded based on a Best Value determination. One award will be made to the Offeror (a) whose proposal is technically acceptable and (b) whose technical/price relationship is the most advantageous to the Government.

This Technical Proposal, along with the FS-2400-14BVU Price Proposal, constitutes a firm offer and binds this company to accept award under the terms of the sample contract, the offer form, and any of the accepted terms of this Technical Proposal.

Name of Offeror

By (signature)

Date

A) Price Proposal (fill out and enclose form FS-2400-14BV)

NOTE: For the Morris Thin STWD Integrated Resource Timber Contract, price will be considered to be less important than the Technical Approach when evaluating offers.

B) Technical Approach

In preparing your Technical Proposal, the contractor is to keep in mind the following end results, specifications and objectives that are to be met with the how-to's of meeting them described in your technical proposal. The contractor is to develop specific responses to individual subdivisions to describe how the end results, specifications and objectives are to be achieved.

LIST OF END RESULTS, SPECIFICATIONS AND OBJECTIVES TO BE MET WITH THE HOW-TO'S DESCRIBED BY THE CONTRACTOR IN THEIR TECHNICAL PROPOSAL	SUBDIVISIONS
Improve stand structure and species diversity in even-aged monoculture plantations of Douglas-fir per treatments described in provision K-C.3.5.5#, and Mandatory Stewardship Projects 1-5. The end result will create old growth habitat for marbled murrelets and spotted owls, and other old growth dependent species.	All

Contractor is advised to review provisions K-G.3.1.5#, K-G.4.1#, and K-G.4.2# in the sample contract for additional operational requirements and restrictions.

- 1) Operating Schedule - provide an operating schedule showing how you plan to complete contract activities within the contract term.

Some things to consider when developing your schedule and that you could include as part of your response include;

- *the sequence of work – correctly recognizing the order and timing in which things are required to be done, i.e. road completion date, summer logging, winter logging, etc.*
- *cash flow issues associated with doing the project work before logging begins.*
- *flat rate timber prices – How does your schedule address the risk associated with a flat rate timber price over a 3 year contract period. Have you taken possible price increases into account for the service type stewardship projects in the price entered on the offer form to complete the work?... or is one not needed?*

- 2) Quality Control Plan - attach your General Quality Control Plan

Did you describe how you will make sure the prescription criteria is being implemented correctly such as checking one plot per acre?

- 3) Methods - describe what logging methods, e.g. running skyline, whole tree mechanized, harvester, etc. will be used and how these will meet requirements. Describe how the selection of equipment will meet contract specifications.

Does the choice of logging system meet contract requirements? Are you going to use a method that will produce better results? Will the equipment be able to meet the contract specifications for varying piece sizes? Will the equipment be able to complete the work in the timeframe required in the contract?

C) Capability and Past Performance

- 1) Fill out the following Capability and Past Performance Information Sheet for each of your key supervisory personnel and for each subcontractor you intend to use.

D) Utilization of Local Work Force

- 1) On each of the attached Capability and Past Performance Information Sheets list the physical address of each subcontractor and whether they have historically done contracts within one and a half hours of the contract area.
- 2) How does your hiring, training, or subcontracting help to develop a multi-skilled local workforce and provide greater opportunities for year-round work in one and a half hours of the contract area?

Capability and Past Performance Information Sheet

Name and Location of Company - (physical address of company)

Work Activities - (list applicable supervision, harvest, road construction, or stewardship projects)

Key Personnel - (list owner, field reps, etc.)

Provide a brief overall statement of key personnel used in similar or related projects. Contractor may choose to require subcontractors to address each of these measures in their proposal submittal, along with reference checks. If subcontractors are certified in their areas of expertise, provide information as to when, what, and by whom they are certified.

Past Contracts - (list contracts within past 3 years which involve similar work)

Customer Satisfaction: *Satisfaction of previous customers with Contractor's completed products and services, which includes the subcontractors employed.*

Provide a brief overall statement of past customer satisfaction in similar or related projects. Describe an event in which you were requested to stop work, or change methods due to resource concerns, and how the situation was resolved.

Timeliness of Performance: *Compliance with delivery schedules; reliability; responsiveness to technical direction; assessment of liquidated damages.*

Provide a brief overall statement of timeliness of past performance in similar or related projects.

Business relations: *Management effectiveness, or ability to manage projects involving subcontracts, working relationship with the contracting officer and technical representatives, reasonable/cooperative behavior, flexibility, effective contractor recommended solutions, businesslike concerns for government's interests.*

Cost control: *Ability to complete contracts within budget (at or below); reasonableness of price change proposals submitted; providing current, accurate, and complete billings.*

Equipment - (list specific equipment that will be used to accomplish the contract activity)

Methods - (indicate specific methods if appropriate)

Production Capability - (list production capability in terms of work activity unit of measure)

Special qualifications, experience, or education

General Quality Control Plan

Quality Control is an important emphasis item for the *Morris Thin STWD* Integrated Resource Contract. Offeror are encouraged to develop an effective plan for ensuring that their operations are in compliance with all contractual requirements. Offerors should develop a General Quality Control Plan that addresses the following four questions:

1. How will quality be monitored to assure performance standards are met?

Example: Break down the response into major work areas. For example, tree topping, logging, and planting. For all items, you might mention whether you want a pre-work in the field to discuss quality before activities begin.

Logging: list examples of the types of things that will be monitored, e.g. residual tree damage, soil displacement and compaction, determining whether appropriate logging conditions are met, cutting only designated trees (no orange), prescription criteria, landing size, etc. Indicate whether there is a separate quality control process and how often it will occur, i.e. is your field representative going to take some extra time every day/once a week to review all aspects of quality control? (or, do you just rely on every worker to do their job properly?) Will he be documenting the results of monitoring or just reporting problems verbally to the Contractor's Rep and Forest Service?

Tree topping: Indicate the process you will use to determine whether you are meeting the number of trees to be treated in the specifications. Will this require frequent visits by Forest Service to make sure you are on track?

Underplanting: Indicate how you will organize to do the required self inspections. Will the individuals doing the work self inspect their work or will there be a separate individual. How often will these inspections be done? Who will be responsible for the required paperwork, the Contractor's Rep or the Field Rep.

2. How will the quality control work be supervised?

This is the next higher level of supervision, i.e. how will the Contractor's Rep type supervise the Field Rep's work? How often can we expect the CR to be there? Will the CR do a sample inspection as well, e.g. "once a week the Contractor's Rep will review the results of the quality monitoring for that week (written or verbal) with the Field Rep and do a walk through sample inspection of the completed area to discuss and verify quality control inspections. If there are problems that were not identified by the Field Rep what will be done? (the FR says "everything looks great" and you find that an obvious problem with orange painted trees cut... someone's not doing their quality control job)

3. How will results of the monitoring be used to ensure quality performance?

If the inspections indicate a problem, how will that be addressed? For example, "The Field Rep will review the problem with those that did the work, require that it be reworked before further work is done (if it can be corrected), and inspect the next batch of work more frequently until it is determined that the problem is corrected. The Field Rep will report quality issues to the next higher level (Contractor's Rep) and to the Forest Service contract administrator".

4. Identify, by work activity, the personnel responsible for performing quality control?

As described above the Contractor's Rep supervising quality control will be _____. The Field Rep responsible for quality control monitoring of logging will be _____. The Field Rep for <name of work item> will be _____. The Field rep for <name of work item> will be _____.

or

Name of person will be the contractor's representative supervising quality control and all work items included in this contract.

or

Something similar to these.